

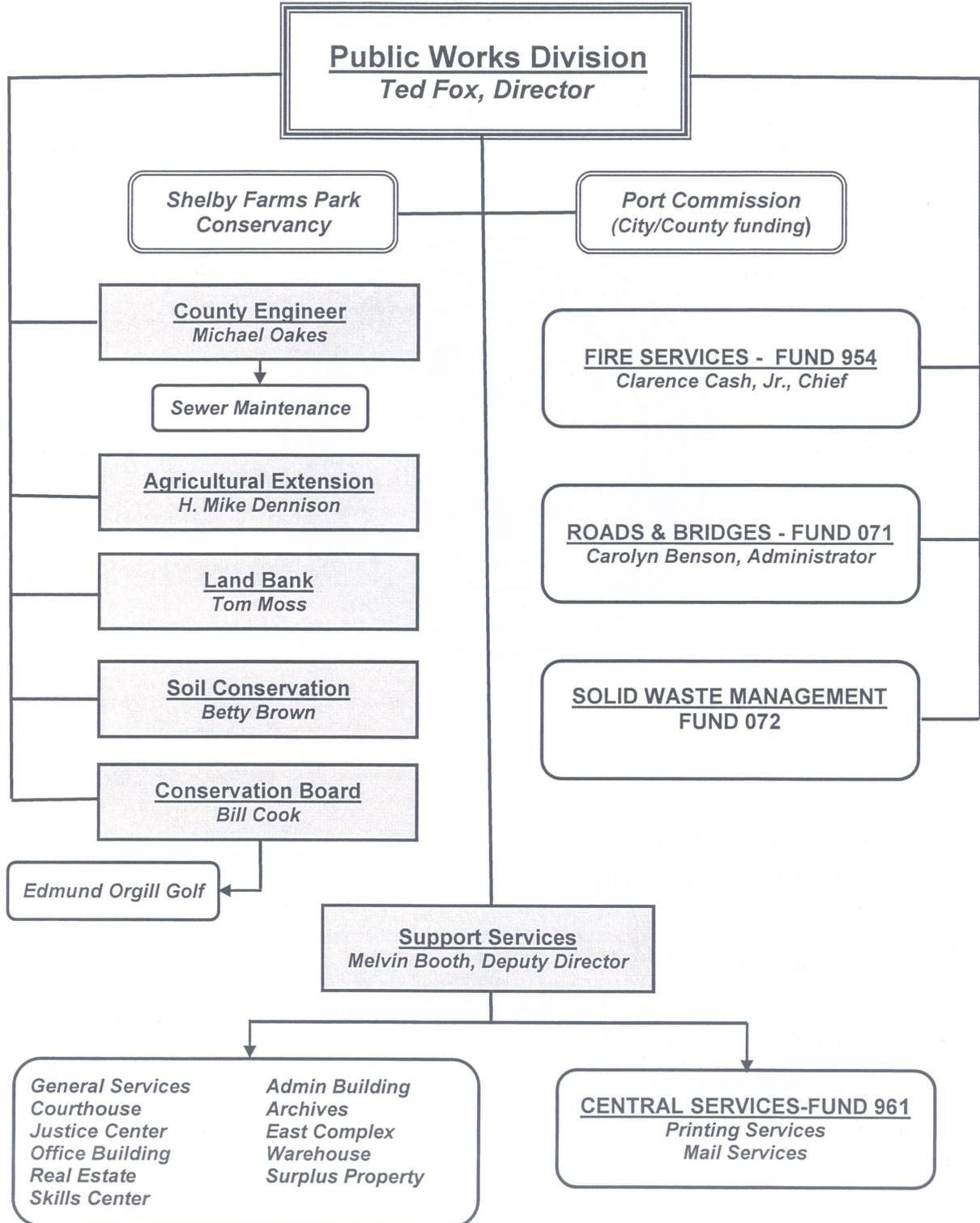
DIVISION OF PUBLIC WORKS



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PUBLIC WORKS

Organizational Chart by Program



Public Works
Overview for Fiscal 2009
Ted Fox, Director

MISSION STATEMENT:

To hold ourselves accountable in providing Shelby County residents with Public Works Services in a citizen-friendly, cost effective, efficient manner that guarantees a clean and safe environment that instills Public confidence.

STRATEGIC GOALS:

- Continue to pursue partnerships with governmental, private and non-profit agencies to reduce the cost of doing business:
 1. Renovation of Raleigh-Millington Road Bridge over the Loosahatchie River in partnership with the City of Memphis.
 2. Partner and cooperate with the City of Memphis on the design and construction of the Shelby Farms Parkway.
 3. Continue to partner with other government entities and non-profit organizations for the operation and maintenance of neighborhood parks.
- Continue the implementation and execution of the Shelby County Americans with Disabilities Act (ADA) Program.
- Complete consolidation/merger and or contracting engineering services with county municipalities to reduce the cost of doing business.
- Aggressively solicit Federal and State Funds to continue implementation of the county comprehensive Greenbelt Program to protect natural resources, promote conservation and ensure a high quality of life.
- Continue to improve countywide Emergency Medical Services by staffing and equipping all Shelby County Fire Stations with Advanced Life Support (ALS) Equipment in both paramedic capability and ALS equipment.

ISSUES & TRENDS:

- Rising utility (9% for last 3 years) and petroleum cost (6% the past year) will continue to negatively impact general fund operation and maintenance costs. Efforts are on-going to actively address these changes using both innovation and conservation.
- Rising petroleum cost will also negatively impact the county's asphalt overlay program which currently has a backlog of approximately 60.5 miles. The Road Department is initiating a program to reduce this backlog over the next 3 (three) years.

FY08 PERFORMANCE HIGHLIGHTS:

- Using Federal Fire Grants upgraded Shelby County Fire Department Dispatch System with state-of-the art dispatch console stations and mobile data terminals in all First Response Vehicles.

- Established and initiated fee system to provide for Emergency Medical Services reducing a \$1M impact to the General Fund.
- Overhauled Emergency Medical Services System to include incorporation of performance based standards.
- Completed construction and opening of the Shelby County and Memphis Household Hazardous Waste Facility to include inter-local agreements with Shelby County Municipalities for funding its annual operations and maintenance. Received the Sierra Club Conservation Achievement Award for the facility.
- Transferred the Operations and maintenance of Shelby Farms to the Shelby Farms Park Conservancy.
- Completed Nonconnah Greenbelt System Trailhead project; the first for the county.
- Completed construction of the Horton subdivision roads with drainage improvements in cooperation with the City of Bartlett.

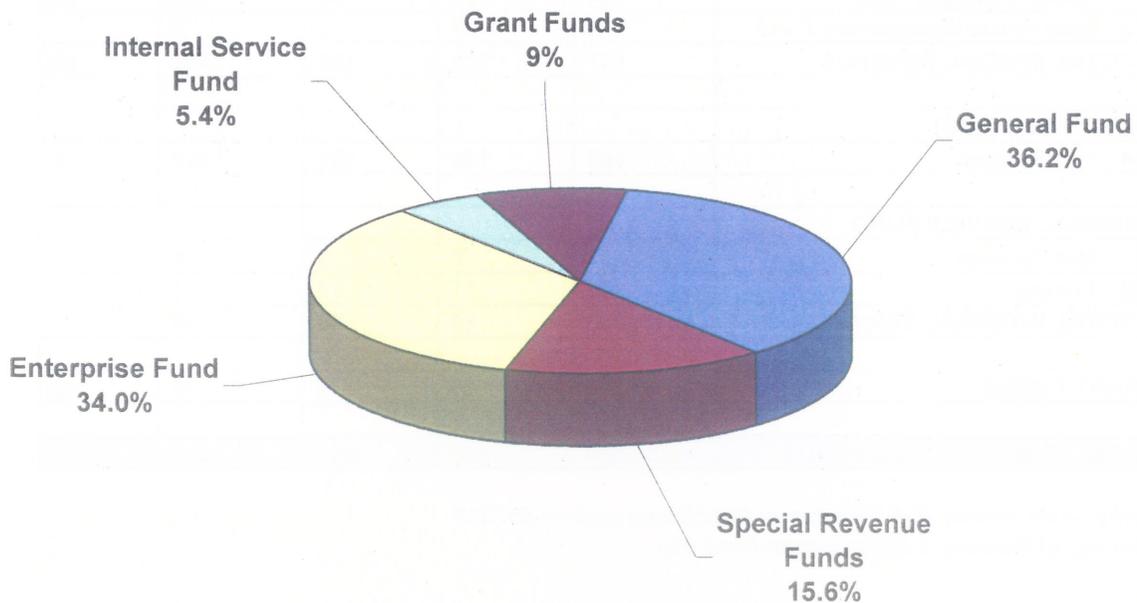
FY09 BUDGET HIGHLIGHTS:

- Revenue generated in fees from the **DUI Roadside Litter Program** will not fully support the operating cost of \$144,290. Revenue, based on an average of 137 offenders per month at \$38.00 per day, totals \$62,472. The average collection rate has been 50%, which estimates revenue to be approximately \$31,236. The total budget impact projected will be an increase of **\$85,261**.
- Increase number of **dispatchers in the Fire Alarm Office** by three positions. The Fire Alarm Office is a 24 hour-a-day, 7 day-a-week operation with three shifts. Currently, there are six dispatchers per day (2 for 3 shifts). There are no employees to cover for annual, bonus, holiday, sick, FMLA, or extended leave. Three additional dispatchers are required to fully staff the Fire Alarm Office. A total increase of **\$147,438** is needed. Funds will be covered by Shelby County Fire Fees.

PUBLIC WORKS DIVISION
Division Totals by Fund Type
FY09 Adopted Budget

FUND NAME	REVENUE	EXPENDITURES	TRANSFERS	NET OPERATIONS	% of Total
GENERAL FUND	(3,446,615)	19,393,130	(1,003,668)	14,942,847	36.2%
SPECIAL REVENUE FUNDS:					
Roads & Bridges Fund	(10,694,000)	8,040,859	2,653,141	-	15.0%
Solid Waste Management Fund	(79,202)	315,189	(235,987)	-	0.6%
TOTAL SPECIAL REVENUE FUNDS	(10,773,202)	8,356,048	2,417,154	-	15.6%
ENTERPRISE FUND:					
Fire Services Fund	(18,897,501)	18,253,636	643,865	-	34.0%
INTERNAL SERVICE FUND					
Mail and Print Services	(2,905,416)	2,905,416	-	-	5.4%
GRANT FUNDS	(4,770,640)	4,735,470	35,170	-	8.8%
TOTAL DIVISION - ALL FUNDS	(40,793,374)	53,643,700	2,092,521	14,942,847	100.0%

Expenditures by Fund



PUBLIC WORKS DIVISION
Position Totals by Program/Fund
FY06 - FY09 Adopted Budget

FUND/PROGRAM:	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 BUDGET	FY 09 ADOPTED	FY 08-09 Change
300101 - Director & Staff	2	3	2	2	-
300201 - Engineering	32	31	26	26	-
300202 - Sewer Maintenance	1	1	1	1	-
300203 - Engineering REGIS**	-	-	2	-	(2)
301101 - Soil Conservation	1	1	1	1	-
301301 - Shelby Farms	10	10	8	-	(8)
301401 - Agricultural Extension	11	10	11	11	-
301601 - Conservation Board	2	2	2	2	-
307301 - General Services	15	17	18	16	(2)
307307 - Administration Building	22	16	16	16	-
307309 - Courthouse	8	8	8	8	-
307310 - Justice Center	36	36	37	36	(1)
307311 - Office Building	2	2	2	2	-
307312 - Real Estate	-	-	-	-	-
307313 - Skill Center	26	26	26	24	(2)
307315 - Surplus Property	2	2	2	2	-
307316 - Weights and Measures	1	1	-	-	-
307317 - Warehouse	-	-	-	1	1
307318 - Archives	2	2	2	2	-
307319 - East Complex	9	9	9	9	-
307501 - Land Bank*	6	6	12	10	(2)
TOTAL POSITIONS - GENERAL FUND	188	183	185	169	(16)
SPECIAL REVENUE FUNDS:					
071 - Roads & Bridges Fund	134	137	130	128	(2)
072 - Solid Waste Management Fund	3	3	3	3	-
TOTAL SPECIAL REVENUE	137	140	133	131	(2)
ENTERPRISE FUND:					
954 - Fire Services	160	156	165	169	4
INTERNAL SERVICE FUND:					
961 - Mail Services	7	8	8	8	-
962 - Printing	11	11	11	11	-
TOTAL INTERNAL SERVICE	18	19	19	19	-
GRANT FUNDS:					
	17	10	9	6	(3)
TOTAL POSITIONS - ALL FUNDS	520	508	511	494	(17)

* prior years include staff from former Real Estate section 307312

**moved to Planning & Development Fund 950

DIVISION OF PUBLIC WORKS



GENERAL FUND

PUBLIC WORKS DIVISION
Division Totals by Program - General Fund
FY06 - FY09 Adopted Budget

PROGRAM NUMBER AND NAME		FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY 08 REVISED BUDGET	FY 09 ADOPTED BUDGET
300101	Director & Staff - Public Works	498,901	732,515	306,788	293,200	277,192
300201	Engineering	356,264	280,061	152,559	210,857	265,360
300202	Sewer Maintenance	179,095	212,026	46,857	171,226	124,710
300401	Environmental Improvements	35,105	-	-	-	-
300801	Emergency/Ambulance Services	543,054	820,497	-	-	-
301101	Soil Conservation	58,064	60,011	32,764	65,164	66,054
301301	Shelby Farms	454,532	491,383	304,177	625,366	575,848
301401	Agricultural Extension	255,730	276,553	133,973	286,721	294,202
301601	Conservation Board	148,696	179,065	100,708	249,466	249,899
301602	Edmund Orgill Golf	5,204	(21,018)	(35,695)	13,356	(3,976)
301603	Edmund Orgill Golf (Fund 006)	(13,297)	(8,493)	(25,706)	1,000	-
301701	Port Commission	521,482	(481,540)	(868,888)	-	-
307301	General Services	832,000	891,680	508,005	1,588,921	1,516,682
307307	Administration Building	1,813,479	1,895,351	743,490	1,660,590	1,693,619
307309	Courthouse	825,410	939,180	534,404	839,617	859,447
307310	Justice Center	4,475,876	4,371,490	1,301,730	4,551,571	4,693,941
307311	Office Building	250,675	273,444	93,130	221,367	144,927
307313	Skill Center	2,275,252	2,185,346	1,227,251	2,521,331	2,230,376
307315	Surplus Property	75,064	(4,520)	38,276	85,900	86,623
307316	Weights and Measures	68,997	53,172	-	-	-
307317	Warehouse	-	-	-	96,449	102,852
307318	Archives	393,380	358,245	138,928	375,798	385,447
307319	East Complex	931,681	870,571	390,980	866,582	873,574
307501	Land Bank*	(864,385)	212,843	59,081	13,969	506,070
DIVISION TOTALS		14,120,259	14,587,862	5,182,812	14,738,451	14,942,847

*Includes prior year data for former Real Estate section 307312

PUBLIC WORKS DIVISION
Division Totals by Account - General Fund
FY06 - FY09 Adopted Budget

ACCOUNT NUMBER AND NAME	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY 08 REVISED BUDGET	FY 09 ADOPTED BUDGET	% Change
42 - Local Revenue	(3,893,322)	(3,682,038)	(2,159,383)	(3,487,556)	(3,446,615)	-1.2%
47 - Other Revenue	(48,998)	(29,143)	(14,794)	-	-	
Revenue	(3,942,320)	(3,711,181)	(2,174,177)	(3,487,556)	(3,446,615)	-1.2%
51A - Salaries	7,088,703	7,337,487	3,807,754	8,510,278	7,861,834	-7.6%
52A - Other Compensation	56,699	53,692	18,027	52,766	38,138	-27.7%
55 - Fringe Benefits	1,981,262	2,009,838	1,043,540	2,478,818	2,260,545	-8.8%
56A - Salary Restriction	-	-	-	(600,000)	(600,000)	0.0%
Salaries & Fringe Benefits	9,126,664	9,401,017	4,869,321	10,441,862	9,560,517	-8.4%
60 - Supplies	844,707	892,885	142,677	923,284	909,236	-1.5%
64 - Services	47,065	25,480	22,378	46,030	41,730	-9.3%
66 - Professional/Contracted Svcs	2,834,962	3,139,875	605,659	2,047,464	2,725,336	33.1%
67 - Rent, Utilities & Maint	5,848,396	5,550,678	2,030,362	5,612,135	5,450,803	-2.9%
68 - Interdepartmental Charges	336,928	563,581	261,636	592,289	556,576	-6.0%
69 - Reimbursements	-	-	-	60,000	60,000	0.0%
70 - Asset Acquisitions	146,759	116,401	147,139	405,829	88,932	-78.1%
Operating & Maintenance	10,058,817	10,288,900	3,209,851	9,687,031	9,832,613	1.5%
95 - Contingencies & Restrictions	-	-	-	(132,626)	-	-100.0%
96 - Operating Transfers In	(1,585,170)	(1,799,153)	(875,000)	(2,365,208)	(1,785,170)	-24.5%
98 - Operating Transfers Out	462,268	408,279	152,817	926,645	781,502	-15.7%
99 - Planned Use of Fund Balance	-	-	-	(331,697)	-	-100.0%
DIVISION TOTALS	14,120,259	14,587,862	5,182,812	14,738,451	14,942,847	1.4%

DIRECTOR & STAFF-PUBLIC WORKS

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3001	DIRECTOR & STAFF-PUBLIC WORKS						
42 - Local Revenue		-99,586	0	-5,449	0	0	0
	Revenue	-99,586	0	-5,449	0	0	0
51A - Salaries		344,711	257,104	172,499	91,202	196,623	184,559
52A - Other Compensation		5,919	966	52	0	0	0
55 - Fringe Benefits		86,043	62,970	35,493	22,446	38,428	47,894
56A - Salary Restriction		0	0	0	0	-600,000	-600,000
	Salaries & Fringe Benefits	436,673	321,040	208,044	113,648	-364,949	-367,547
60 - Supplies		24,715	2,121	2,043	1,350	2,013	2,013
64 - Services		14,584	3,795	502	430	1,250	1,250
66 - Professional & Contracted Services		36,245	0	10,417	9,738	192,247	268,307
67 - Rent, Utilities & Maint		51,042	0	0	0	0	0
68 - Interdepartmental Charges/Expenditu		19,613	28,222	156,843	115,423	179,552	172,352
70 - Asset Acquisitions		0	0	0	5,921	7,600	0
	Operating & Maintenance	146,199	34,138	169,805	132,862	382,662	443,922
	Expenditures	582,872	355,178	377,849	246,510	17,713	76,375
96 - Operating Transfers In		-35,170	-35,170	-48,164	0	-35,170	-35,170
	Operating Transfers In	-35,170	-35,170	-48,164	0	-35,170	-35,170
98 - Operating Transfers Out		159,775	178,893	408,279	60,278	310,657	235,987
	Operating Transfers Out	159,775	178,893	408,279	60,278	310,657	235,987
	Transfers	124,605	143,723	360,115	60,278	275,487	200,817
DIRECTOR & STAFF- PUBLIC WORKS	TOTAL	607,891	498,901	732,515	306,788	293,200	277,192

Program Budget for Fiscal 2009

General Fund

Department: Director & Staff-Public Works
Section Name: Director and Staff - Public Works
Section Number: 300101

Program Description:

The Director of Public Works provides fiscal, strategic and operational direction for all departments within the Public Works Division.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

Service Level Measurements:

FY05

FY06

FY07

	FY05	FY06	FY07

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	-	- 5,449	-	-	-
Personnel Expense	321,040	208,044	113,648	- 364,949	- 367,547
Operating Expense	34,138	169,805	132,862	382,662	443,922
Transfers	143,723	360,115	60,278	275,487	200,817
Net Operations	498,901	732,515	306,788	293,200	277,192
STAFFING LEVEL	2	3	N/A	2	2

COUNTY ENGINEER

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3002	COUNTY ENGINEER						
42 - Local Revenue		-204,116	-201,060	-162,154	-61,348	-268,512	-160,500
	Revenue	-204,116	-201,060	-162,154	-61,348	-268,512	-160,500
51A - Salaries		1,529,851	1,519,048	1,572,666	781,347	1,595,145	1,446,741
52A - Other Compensation		5,485	6,005	14,758	693	0	0
55 - Fringe Benefits		397,228	402,252	408,401	195,348	445,425	403,786
	Salaries & Fringe Benefits	1,932,564	1,927,305	1,995,825	977,388	2,040,570	1,850,527
60 - Supplies		39,849	26,921	33,599	18,132	36,260	29,245
64 - Services		13,376	22,712	11,877	16,465	18,780	17,780
66 - Professional & Contracted Services		152,230	134,201	195,302	75,279	173,800	212,800
67 - Rent, Utilities & Maint		126,748	76,904	75,808	34,920	226,500	89,390
68 - Interdepartmental Charges/Expenditu		79,769	98,376	91,830	13,580	-2,915	100,828
70 - Asset Acquisitions		0	0	0	0	107,600	0
	Operating & Maintenance	411,972	359,114	408,416	158,376	560,025	450,043
999 - Planned Fund Balance Change		0	0	0	0	-200,000	0
	Planned Fund Balance Change	0	0	0	0	-200,000	0
	Expenditures	2,344,536	2,286,419	2,404,241	1,135,764	2,400,595	2,300,570
96 - Operating Transfers In		-1,562,952	-1,550,000	-1,750,000	-875,000	-1,750,000	-1,750,000
	Operating Transfers In	-1,562,952	-1,550,000	-1,750,000	-875,000	-1,750,000	-1,750,000
	Transfers	-1,562,952	-1,550,000	-1,750,000	-875,000	-1,750,000	-1,750,000
COUNTY ENGINEER	TOTAL	577,468	535,359	492,087	199,416	382,083	390,070

Program Budget for Fiscal 2009

General Fund

Department: County Engineer
Section Name: Engineering
Section Number: 300201

Program Description:

Engineering is responsible for identifying deficiencies or maintenance needs for roads and bridges budgeting for design; for oversight of consultants and preparation of consultant contract for roads, bridges and buildings; for review of all CIP and development construction plans for traffic control and permits; for oversight of construction contracts to verify quality of work and proper payment to contractors; administration of program requirements for the EPA NPDES, Phase II; monitoring of Walnut Grove methane gas elimination system; coordination for FEMA insurance rate maps and flood plain program; maintenance and preparation of 4 dams for periodic inspection by state. This department also provides leadership for other departmental department functions and provides various recordkeeping, correspondence, public relations and financial control duties.

Legally Mandated? Yes **Legal Reference or Statute:** Tort Liability Act TCA 29-010, etc; EPA Clean Water Act; Water Quality State Operating and NPDES permits; Air Quality State Permit for Walnut Grove; FEMA through the National Flood Insurance Act of 1968 and the Flood Disaster Protection Act of 1973; Safe Dam Act, TCA 6; 9-12-101 et. seq.; General Assembly of TN through Chapter 409, Public Acts of 1973 and subsequent amendments

Goals and Objectives:

To efficiently provide administrative and technical services to the professional and taxpaying community.

Service Level Measurements:

	FY05	FY06	FY07
CIP projects	19	17	12

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	- 151,446	- 109,452	- 17,536	- 220,512	- 72,500
Personnel Expense	1,865,780	1,919,046	957,526	1,978,419	1,795,162
Operating Expense	191,930	220,467	87,569	202,950	292,698
Transfers	- 1,550,000	- 1,750,000	- 875,000	- 1,750,000	- 1,750,000
Net Operations	356,264	280,061	152,559	210,857	265,360
STAFFING LEVEL	32	31	N/A	26	26

Program Budget for Fiscal 2009

General Fund

Department: County Engineer
Section Name: Sewer Maintenance
Section Number: 300202

Program Description:

Sewer Maintenance operates and maintains Shelby County owned sewer systems; identifies long range program needs; answers and handles citizens' complaints; and monitors landfill operations and permits.

Legally Mandated? Yes **Legal Reference or Statute:** Water Quality State Operating Permit for sewer collection systems; NPDES permits for sewer systems with discharge to waters of the State; Air Quality State Permit for Walnut Grove methane gas elimination systems.

Goals and Objectives:

To efficiently provide administrative and technical services to the professional and taxpaying community.

Service Level Measurements:

	FY05	FY06	FY07
Gravity sewer connections maintained in Cloverhaven area	725	725	725
Gravity sewer connections maintained in Lucy area	500	500	500

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	- 49,614	- 52,702	- 43,812	- 48,000	- 88,000
Personnel Expense	61,525	76,779	19,862	62,151	55,365
Operating Expense	167,184	187,949	70,807	157,075	157,345
Transfers	-	-	-	-	-
Net Operations	179,095	212,026	46,857	171,226	124,710
STAFFING LEVEL	1	1	N/A	1	1

SOIL CONSERVATION

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3011	SOIL CONSERVATION						
	51A - Salaries	40,264	37,960	38,996	20,069	39,886	40,178
	55 - Fringe Benefits	15,177	14,252	15,137	7,799	16,478	17,076
	Salaries & Fringe Benefits	55,441	52,212	54,133	27,868	56,364	57,254
	60 - Supplies	1,738	2,068	1,873	590	1,500	1,000
	64 - Services	511	663	1,105	525	1,300	1,100
	66 - Professional & Contracted Services	475	2,825	2,900	2,650	3,000	4,000
	68 - Interdepartmental Charges/Expenditu	296	296	0	1,131	3,000	2,700
	Operating & Maintenance	3,020	5,852	5,878	4,896	8,800	8,800
	Expenditures	58,461	58,064	60,011	32,764	65,164	66,054
SOIL CONSERVATION	TOTAL	58,461	58,064	60,011	32,764	65,164	66,054

Program Budget for Fiscal 2009

General Fund

Department: Soil Conservation
Section Name: Soil Conservation
Section Number: 301101

Program Description:

The Shelby County Soil Conservation District is a governmental subdivision of the State of Tennessee and a public body, corporate and politic, organized according to the Soil Conservation Districts Law of 1939 and directed by a Board of Supervisors. The main reason for establishing soil conservation districts was to enable the State to receive federal assistance for conservation programs. The District receives technical assistance from professional conservationists of the USDA/Natural Resources Conservation Service and has formal and informal agreements with other federal agencies and non-federal organizations. The District provides flood plain/wetland maps, soil survey information, aerial photos as a public service, informs landowners/operators of Farm Bill programs, and conducts federal cost-share program sign-ups. Other functions are to promote and encourage the application of conservation by landowners regarding degradation of water quality, excessive soil erosion, urbanization, flooding and loss of prime farmland.

Legally Mandated? Yes **Legal Reference or Statute:** Tennessee Code Annotated 43-14-201-223

Goals and Objectives:

To provide for the conservation of soil and water resources; to control and prevent soil erosion, flooding and sediment damage; to improve water quality and to preserve wildlife; to protect and promote the health, safety and general welfare of the people of the District in Shelby County.

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
Farm owners/operators/producers served	1,435	1,448	1,422
Requests for information from public	685	741	648
Information/education projects and events sponsored	3,367	1,723	1,172

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	-	-	-	-	-
<i>Personnel Expense</i>	52,212	54,133	27,868	56,364	57,254
<i>Operating Expense</i>	5,852	5,878	4,896	8,800	8,800
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	58,064	60,011	32,764	65,164	66,054
<i>STAFFING LEVEL</i>	1	1	N/A	1	1

SHELBY FARMS

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3013	SHELBY FARMS						
42 -	Local Revenue	-154,302	-121,708	-134,357	-4,610	-134,000	0
47 -	Other Revenue	-7,261	0	-855	0	0	0
	Revenue	-161,563	-121,708	-135,212	-4,610	-134,000	0
51A -	Salaries	311,353	313,623	303,652	157,364	391,050	0
52A -	Other Compensation	20,270	17,332	14,144	13,123	15,000	0
55 -	Fringe Benefits	93,595	99,199	84,897	44,868	132,133	0
	Salaries & Fringe Benefits	425,218	430,154	402,693	215,355	538,183	0
60 -	Supplies	13,272	18,348	15,051	14,694	21,301	0
66 -	Professional & Contracted Services	6,207	11,539	42,464	23,417	28,330	575,848
67 -	Rent, Utilities & Maint	64,504	51,170	54,772	17,439	52,670	0
68 -	Interdepartmental Charges/Expenditu	45,530	56,879	85,120	37,882	118,882	0
70 -	Asset Acquisitions	60,378	8,150	26,495	0	0	0
	Operating & Maintenance	189,891	146,086	223,902	93,432	221,183	575,848
	Expenditures	615,109	576,240	626,595	308,787	759,366	575,848
SHELBY FARMS	TOTAL	453,546	454,532	491,383	304,177	625,366	575,848

Program Budget for Fiscal 2009

General Fund

Department: Shelby Farms
Section Name: Shelby Farms
Section Number: 301301

Program Description:

A Shelby Farms Management Agreement was made and entered into July 13, 2007 by and between Shelby Farms Park Conservancy and Shelby County Government. The effective date of this Agreement is August 1, 2007. The initial terms of this Agreement shall be ten (10) years and will commence upon the effective date and end on July 31, 2017. Shelby County Government agrees to continue to provide Utilities, petroleum, fleet maintenance and roads and bridges services with reimbursement made for expenses to Shelby County Government by Shelby Farms Park Conservancy. The total amount of this agreement is \$575,484 to be paid quarterly.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To make available to residents of Shelby County the opportunity for outdoor recreational and educational experiences while conserving the natural resources of this extraordinary property.

Service Level Measurements:

FY05

FY06

FY07

	FY05	FY06	FY07

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	- 121,708	- 135,212	- 4,610	- 134,000	-
Personnel Expense	430,154	402,693	215,355	538,183	-
Operating Expense	146,086	223,902	93,432	221,183	575,848
Transfers	-	-	-	-	-
Net Operations	454,532	491,383	304,177	625,366	575,848
STAFFING LEVEL	10	10	N/A	8	0

AGRICULTURAL EXTENSION SERVICE

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3014	AGRICULTURAL EXTENSION SERVICE						
42 - Local Revenue		0	-3,750	-3,100	-1,250	-5,000	-5,000
	Revenue	0	-3,750	-3,100	-1,250	-5,000	-5,000
51A - Salaries		222,286	156,576	167,820	80,858	172,924	174,189
52A - Other Compensation		0	5,772	0	0	0	0
55 - Fringe Benefits		47,187	28,120	25,506	12,261	36,701	42,917
	Salaries & Fringe Benefits	269,473	190,468	193,326	93,119	209,625	217,106
60 - Supplies		842	0	0	0	0	0
66 - Professional & Contracted Services		25	0	0	0	0	0
67 - Rent, Utilities & Maint		27,027	55,987	79,782	36,904	76,992	76,992
68 - Interdepartmental Charges/Expenditu		1,826	13,025	6,545	5,200	5,104	5,104
	Operating & Maintenance	29,720	69,012	86,327	42,104	82,096	82,096
	Expenditures	299,193	259,480	279,653	135,223	291,721	299,202
AGRICULTURAL EXTENSION	TOTAL	299,193	255,730	276,553	133,973	286,721	294,202

Program Budget for Fiscal 2009

General Fund

Department: Agricultural Extension
Section Name: Agricultural Extension Service
Section Number: 301401

Program Description:

The purpose of Agricultural Extension is to extend information generated from research about agriculture, home economics and marketing to the public, commercial users and other agencies. Horticulture (urban gardening, master gardeners, and commercial landscape industry), row crop management (cotton, corn and soybeans), livestock production (beef cattle and horses), family financial management, food safety, parenting, nutrition education, insect and disease identification and management are examples of educational programs offered.

Legally Mandated? Yes **Legal Reference or Statute:** Smith Lever Act (Federal-Public Law 107-293), Title 49 Education, chapter 50 (Tennessee)

Goals and Objectives:

Improve the quality of life for local citizens by releasing research data about agriculture, horticulture, and family and consumer sciences. Improve environment and air quality by reducing homeowner pesticide use (teach insect and disease identification and management), reduce bankruptcy rates and family debt by teaching family financial management principles, and improve the health of local citizens by teaching food safety and nutrition principles.

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
Contacts with public through programs/services	176,749	168,362	175,253
Volunteer hours contributed by Master Gardener participants			20,300
Participants in Nutrition and Consumer Education Program			48,063

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	- 3,750	- 3,100	- 1,250	- 5,000	- 5,000
<i>Personnel Expense</i>	190,468	193,326	93,119	209,625	217,106
<i>Operating Expense</i>	69,012	86,327	42,104	82,096	82,096
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	255,730	276,553	133,973	286,721	294,202
<i>STAFFING LEVEL</i>	11	10	N/A	11	11

CONSERVATION BOARD

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3016	CONSERVATION BOARD						
42 -	Local Revenue	-339,395	-418,611	-416,848	-245,140	-475,000	-495,000
47 -	Other Revenue	-4,882	-2,945	-4,638	-3,305	0	0
	Revenue	-344,277	-421,556	-421,486	-248,445	-475,000	-495,000
51A -	Salaries	134,495	78,600	80,761	91,291	217,557	220,375
52A -	Other Compensation	5,771	0	0	0	0	0
55 -	Fringe Benefits	25,891	16,296	17,387	14,293	38,520	35,053
	Salaries & Fringe Benefits	166,157	94,896	98,148	105,584	256,077	255,428
60 -	Supplies	14,390	43,176	41,735	16,472	53,550	53,550
64 -	Services	6,499	1,602	942	1,974	3,200	100
66 -	Professional & Contracted Services	265,807	186,045	170,944	72,878	136,774	138,368
67 -	Rent, Utilities & Maint	228,477	189,088	174,669	65,092	228,200	185,198
68 -	Interdepartmental Charges/Expenditu	50,450	47,352	84,602	14,553	92,021	85,279
70 -	Asset Acquisitions	0	0	0	11,199	100,697	23,000
	Operating & Maintenance	565,623	467,263	472,892	182,168	614,442	485,495
999 -	Planned Fund Balance Change	0	0	0	0	-131,697	0
	Planned Fund Balance Change	0	0	0	0	-131,697	0
	Expenditures	731,780	562,159	571,040	287,752	738,822	740,923
CONSERVATION BOARD	TOTAL	387,503	140,603	149,554	39,307	263,822	245,923

Program Budget for Fiscal 2009

General Fund

Department: Conservation Board
Section Name: Conservation Board
Section Number: 301601

Program Description:

The purpose of the Conservation Board is to acquire, develop and maintain public parks, playgrounds, recreational centers and conservation areas for availability to the residents of Shelby County; to promote and preserve the health and general welfare of people within Shelby County; to encourage the orderly development and conservation of natural resources, and to cultivate good citizenship by providing adequate programs of public recreation. The Conservation Board is currently operating seven (7) developed parks and manages approximately 2,200 acres in greenbelt and undeveloped park lands.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain parks within Shelby County that provide quality recreational land, facilities, and programs for public leisure activities. The Board's newest mission is to focus on development of greenbelt properties throughout Shelby County..

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
Total developed parks maintained	7	7	8
Total estimated acres maintained (grass mowed)	184	184	210
Total acres controlled (owned)	2,153	2,153	2,020

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	- 123,057	- 97,843	- 53,245	- 116,000	- 116,000
<i>Personnel Expense</i>	49,752	63,148	59,023	107,298	103,981
<i>Operating Expense</i>	222,001	213,760	94,930	258,168	261,918
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	148,696	179,065	100,708	249,466	249,899
<i>STAFFING LEVEL</i>	2	2	N/A	2	2

Program Budget for Fiscal 2009

General Fund

Department: Conservation Board
Section Name: Edmund Orgill Golf Course
Section Number: 301602

Program Description:

The Edmund Orgill Golf Course is an 18 hole championship golf course available to all citizens 364 day per year. This course offers excellent golf conditions at reasonable rates, with discounts to seniors and youth. Tournaments for corporate groups, church groups and high schools are promoted; a driving range and golf lessons are also offered for both youth and adults. A complete renovation of the irrigation system should be complete in Spring of 2008.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To make available to the citizens of Shelby County a quality golf facility at a reasonable cost.

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
Number of rounds played	21,759	23,294	24,305
Total revenue	\$220,987	\$262,215	\$281,657

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	- 262,215	- 281,657	- 169,494	- 320,000	- 340,000
<i>Personnel Expense</i>	45,144	35,000	46,561	148,779	151,447
<i>Operating Expense</i>	222,275	225,639	87,238	184,577	184,577
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	5,204	- 21,018	- 35,695	13,356	- 3,976
<i>STAFFING LEVEL</i>	0	0	N/A	0	0

Program Budget for Fiscal 2009

General Fund

Department: Conservation Board
Section Name: Edmund Orgill Golf Course Revenue
Section Number: 301603

Program Description:

This section was created to account for the collection of a \$1.00 (one dollar) surcharge on all nine hole rounds of play at Orgill Golf Course and a \$2.00 (two dollar) surcharge for eighteen holes. This surcharge is designated to the Property Preservation Fund (006) specifically for major repairs and improvements to the Orgill Golf Course or debt service on bonds sold to finance such improvements. Any appropriations from this fund must be approved by the Board of Commissioners. A major renovation of the irrigation system at Orgill Golf Course was approved during FY08 for completion in Spring of 2008.

Legally Mandated? Yes **Legal Reference or Statute:** Commission Resolution adopted 1/22/01, Item 14

Goals and Objectives:

To accumulate funds for the preservation and enhancement of the Orgill Golf Course for the continued recreational benefit of County residents.

Service Level Measurements:

FY05

FY06

FY07

	FY05	FY06	FY07

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	- 36,284	- 41,986	- 25,706	- 39,000	- 39,000
Personnel Expense	-	-	-	-	-
Operating Expense	22,987	33,493	-	40,000	39,000
Transfers	-	-	-	-	-
Net Operations	- 13,297	- 8,493	- 25,706	1,000	-
STAFFING LEVEL	0	0	N/A	0	0

PORT COMMISSION

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3017	PORT COMMISSION						
42 -	Local Revenue	-696,296	-133,336	-913,651	-857,399	-800,000	-1,045,515
47 -	Other Revenue	-24,325	-45,182	-23,008	-11,489	0	0
	Revenue	-720,621	-178,518	-936,659	-868,888	-800,000	-1,045,515
60 -	Supplies	445,897	451,730	455,119	0	413,682	500,000
	Operating & Maintenance	445,897	451,730	455,119	0	413,682	500,000
95 -	Contingencies & Restrictions	0	0	0	0	-132,626	0
	Contingencies & Restrictions	0	0	0	0	-132,626	0
	Expenditures	445,897	451,730	455,119	0	281,056	500,000
98 -	Operating Transfers Out	659,151	248,270	0	0	518,944	545,515
	Operating Transfers Out	659,151	248,270	0	0	518,944	545,515
	Transfers	659,151	248,270	0	0	518,944	545,515
PORT COMMISSION	TOTAL	384,427	521,482	-481,540	-868,888	0	0

Program Budget for Fiscal 2009

General Fund

Department: Port Commission
Section Name: Port Commission
Section Number: 301701

Program Description:

To promote regional economic and industrial development with an emphasis on waterborne commerce and intermodal activities, while maintaining and enhancing the natural environment. The Port Commission is jointly funded by the City and County. The Board is comprised of five (5) members who serve two year terms; three (3) members are appointed by the City Mayor and confirmed the City Council and two (2) members are appointed by the County Mayor and confirmed by the County Commission.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

Service Level Measurements:

FY05 **FY06** **FY07**

	FY05	FY06	FY07

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	- 178,518	- 936,659	- 868,888	- 800,000	- 1,045,515
Personnel Expense	-	-	-	-	-
Operating Expense	451,730	455,119	-	281,056	500,000
Transfers	248,270	-	-	518,944	545,515
Net Operations	521,482	- 481,540	- 868,888	-	-
STAFFING LEVEL	0	0	N/A	0	0

SUPPORT SERVICES

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3073	SUPPORT SERVICES						
42 - Local Revenue		-1,228,760	-1,257,115	-1,335,735	-714,248	-1,200,000	-1,232,600
	Revenue	-1,228,760	-1,257,115	-1,335,735	-714,248	-1,200,000	-1,232,600
51A - Salaries		4,212,780	4,469,106	4,711,521	2,400,361	5,318,852	5,276,145
52A - Other Compensation		22,783	26,624	24,738	4,211	37,766	38,138
55 - Fringe Benefits		1,190,711	1,279,636	1,340,398	694,019	1,593,351	1,565,380
	Salaries & Fringe Benefits	5,426,274	5,775,366	6,076,657	3,098,591	6,949,969	6,879,663
60 - Supplies		277,933	298,190	340,240	90,578	377,042	305,492
64 - Services		2,432	2,675	3,107	353	1,100	1,100
66 - Professional & Contracted Services		1,367,301	1,416,064	1,369,345	421,697	1,317,813	1,330,513
67 - Rent, Utilities & Maint		5,007,414	5,475,247	5,165,647	1,876,007	5,016,773	5,088,223
68 - Interdepartmental Charges/Expenditu		67,863	92,778	138,641	73,197	195,357	189,025
70 - Asset Acquisitions		91,877	138,609	77,046	130,019	150,072	26,072
	Operating & Maintenance	6,814,820	7,423,563	7,094,026	2,591,851	7,058,157	6,940,425
	Expenditures	12,241,094	13,198,929	13,170,683	5,690,442	14,008,126	13,820,088
96 - Operating Transfers In		0	0	-989	0	0	0
	Operating Transfers In	0	0	-989	0	0	0
	Transfers	0	0	-989	0	0	0
SUPPORT SERVICES	TOTAL	11,012,334	11,941,814	11,833,959	4,976,194	12,808,126	12,587,488

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: General Services
Section Number: 307301

Program Description:

General Services is responsible for overseeing all other Support Services sections, including coordination of payroll, vehicle fueling, maintenance and insurance costs for those sections.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To administer all Support Service operations for maintenance, janitorial services, and construction of all County facilities under its direction.

Service Level Measurements:

	FY05	FY06	FY07
Other sections served	9	10	10

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
<i>Revenue</i>	- 110,000	- 110,000	- 60,491	-	-
<i>Personnel Expense</i>	828,077	869,385	477,669	1,269,467	1,203,560
<i>Operating Expense</i>	113,923	132,295	90,827	319,454	313,122
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	832,000	891,680	508,005	1,588,921	1,516,682
STAFFING LEVEL	15	17	N/A	18	16

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Administration Building
Section Number: 307307

Program Description:

Maintenance of the fire safety, elevator and conveyor, HVAC, plumbing, electrical and electronics systems; management and planning of utilities, lawn maintenance, and custodial services; performance of in-house carpentry, painting, renovations and repairs for the Shelby County Administration Building.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain the Shelby County Administration Building at 160 N. Main in the most efficient and cost-effective manner possible.

Service Level Measurements:

FY05

FY06

FY07

	FY05	FY06	FY07
Magic work orders (started in 2006)		62	231

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	-	-	-	-	-
Personnel Expense	765,965	815,604	410,125	869,690	890,719
Operating Expense	1,047,514	1,079,747	333,365	790,900	802,900
Transfers	-	-	-	-	-
Net Operations	1,813,479	1,895,351	743,490	1,660,590	1,693,619
STAFFING LEVEL	22	16	N/A	16	16

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Courthouse
Section Number: 307309

Program Description:

Maintenance of the fire safety, elevator and conveyor, HVAC, plumbing, electrical and electronics systems; management and planning of utilities, lawn maintenance, and custodial services; performance of in-house carpentry, painting, renovations and repairs for the Courthouse facility at 140 Adams.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain the Courthouse facility at 140 Adams in the most efficient and cost-effective manner possible.

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
Magic work orders (started 2006)		34	127

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	-	-	-	-	-
<i>Personnel Expense</i>	318,171	356,864	173,508	382,767	396,597
<i>Operating Expense</i>	507,239	582,316	360,896	456,850	462,850
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	825,410	939,180	534,404	839,617	859,447
<i>STAFFING LEVEL</i>	8	8	N/A	8	8

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Justice Center
Section Number: 307310

Program Description:

Maintenance of the fire safety, elevator and conveyor, HVAC, plumbing, electrical and electronics systems; management and planning of utilities, lawn maintenance, and custodial services; performance of in-house carpentry, painting, renovations and repairs for the Justice Center facility at 201 Poplar.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain the Justice Center at 201 Poplar Avenue in the most efficient and cost-effective manner possible.

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
Work orders	407	183	471

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	- 1,138,550	- 1,145,400	- 653,757	- 1,200,000	- 1,200,000
<i>Personnel Expense</i>	1,602,542	1,732,908	881,295	1,924,939	1,939,309
<i>Operating Expense</i>	4,011,884	3,783,982	1,074,192	3,826,632	3,954,632
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	4,475,876	4,371,490	1,301,730	4,551,571	4,693,941
<i>STAFFING LEVEL</i>	36	36	N/A	37	36

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Office Building
Section Number: 307311

Program Description:

Maintenance of the fire safety, elevator and conveyor, HVAC, plumbing, electrical and electronics systems; management and planning of utilities, lawn maintenance, and custodial services; performance of in-house carpentry, painting, renovations and repairs for the Shelby County Office building at 157 Poplar.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain the Shelby County Office building at 157 Poplar Avenue in the most efficient and cost-effective manner possible.

Service Level Measurements:

FY05

FY06

FY07

	FY05	FY06	FY07
Magic work orders (started 2006)		10	41

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
<i>Revenue</i>	-	-	-	-	-
<i>Personnel Expense</i>	66,276	61,755	22,131	70,667	68,227
<i>Operating Expense</i>	184,399	211,689	70,999	150,700	76,700
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	250,675	273,444	93,130	221,367	144,927
STAFFING LEVEL	2	2	N/A	2	2

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Skills Center
Section Number: 307313

Program Description:

Maintenance of the fire safety, elevator and conveyor, HVAC, plumbing, electrical and electronics systems; management and planning of utilities, lawn maintenance, and custodial services; performance of in-house carpentry, painting, renovations and repairs for approximately 125 County-owned facilities.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain all Shelby County buildings in the most efficient and cost-effective manner possible.

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
MAGIC work orders processed (started 2006)		1,153	975

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	- 8,565	-	-	-	- 32,600
<i>Personnel Expense</i>	1,530,826	1,600,215	837,264	1,697,356	1,634,401
<i>Operating Expense</i>	752,991	586,120	389,987	823,975	628,575
<i>Transfers</i>	-	- 989	-	-	-
<i>Net Operations</i>	2,275,252	2,185,346	1,227,251	2,521,331	2,230,376
<i>STAFFING LEVEL</i>	26	26	N/A	26	24

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Surplus Property
Section Number: 307315

Program Description:

Provide pickup, delivery, storage, redistribution and disposal of all surplus County property and equipment (including furniture and vehicles). Prepare all items that are no longer usable for disposal in accordance with County policy; coordinate the disposal with the Contract Auctioneer. Maintain a record of sales and furnish a complete accounting to all participating agencies and departments; coordinate the distribution of sale proceeds to participants and Finance and Administration.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To efficiently manage the pickup, delivery, storage and disposal of all surplus County property. To complete all work orders within three working days of receipt.

Service Level Measurements:

FY05 **FY06** **FY07**

Equipment sales (returned to General Fund)		\$182,196	\$231,485

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	-	- 80,335	-	-	-
Personnel Expense	73,821	73,878	37,867	80,684	81,407
Operating Expense	1,243	1,937	409	5,216	5,216
Transfers	-	-	-	-	-
Net Operations	75,064	- 4,520	38,276	85,900	86,623
STAFFING LEVEL	2	2	N/A	2	2

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Weights And Measures
Section Number: 307316

Program Description:

The Weights and Measures Department provides inspection services to ensure that businesses operating within Shelby County meet established standards for determinations of quantity in all commercial transactions.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To ensure the accuracy of all commercial weight and measurement devices within Shelby County.

Service Level Measurements:

FY05

FY06

FY07

Pumps inspected		2500	
Scales inspected		300	

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
<i>Revenue</i>	-	-	-	-	-
<i>Personnel Expense</i>	61,366	37,197	-	-	-
<i>Operating Expense</i>	7,631	15,975	-	-	-
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	68,997	53,172	-	-	-
STAFFING LEVEL	1	1	N/A	0	0

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Warehouse
Section Number: 307317

Program Description:

This section was established in 2007 to manage and maintain warehouse space for County supplies and equipment; coordinate the use of these facilities with County Archives and departments for storage of records and supplies. This section also coordinates the movement of records and furniture for County departments and agencies and sets up press conferences and special events that are required by the Administration.

Legally Mandated? Legal Reference or Statute:

Goals and Objectives:

Complete all work orders within three working days of receipt; maintain the yards and grounds around County buildings and County owned properties.

Service Level Measurements:

FY05

FY06

FY07

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	-	-	-	-	-
<i>Personnel Expense</i>	-	-	-	68,311	74,714
<i>Operating Expense</i>	-	-	-	28,138	28,138
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	-	-	-	96,449	102,852
<i>STAFFING LEVEL</i>	0	0	N/A	0	1

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: Archives
Section Number: 307318

Program Description:

Maintenance of the fire safety, elevator and conveyor, HVAC, plumbing, electrical and electronics systems; management and planning of utilities, lawn maintenance, and custodial services; performance of in-house carpentry, painting, renovations and repairs for the Archives Building at 150 Washington.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain the Archives Building at 150 Washington in the most efficient and cost-effective manner possible.

Service Level Measurements:

FY05

FY06

FY07

	FY05	FY06	FY07
Magic work orders processed (started 2006)		5	29

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
<i>Revenue</i>	-	-	-	-	-
<i>Personnel Expense</i>	91,888	95,583	48,464	98,348	101,997
<i>Operating Expense</i>	301,492	262,662	90,464	277,450	283,450
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	393,380	358,245	138,928	375,798	385,447
STAFFING LEVEL	2	2	N/A	2	2

Program Budget for Fiscal 2009

General Fund

Department: Support Services
Section Name: East Complex
Section Number: 307319

Program Description:

Maintenance of the fire safety, elevator and conveyor, HVAC, plumbing, electrical and electronics systems; management and planning of utilities, lawn maintenance, and custodial services; performance of in-house carpentry, painting, renovations and repairs for the East Complex at 1075 Mullins Station.

Legally Mandated? No **Legal Reference or Statute:**

Goals and Objectives:

To operate and maintain the East Complex at 1075 Mullins Station in the most efficient and cost-effective manner possible.

Service Level Measurements:

	<i>FY05</i>	<i>FY06</i>	<i>FY07</i>
MAGIC work orders processed (started 2006)		92	240

Operating Expenses:

<i>ACCOUNT TYPE:</i>	<i>FY06 Actual</i>	<i>FY07 Actual</i>	<i>FY08 Act YTD 12/31/07</i>	<i>FY08 Revised Budget</i>	<i>FY09 Adopted Budget</i>
<i>Revenue</i>	-	-	-	-	-
<i>Personnel Expense</i>	436,434	433,268	210,268	487,740	488,732
<i>Operating Expense</i>	495,247	437,303	180,712	378,842	384,842
<i>Transfers</i>	-	-	-	-	-
<i>Net Operations</i>	931,681	870,571	390,980	866,582	873,574
<i>STAFFING LEVEL</i>	9	9	N/A	9	9

LAND BANK

ACCT	DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD ACTUAL 12/31/07	FY08 REVISED BUDGET	FY 09 ADOPTED BUDGET
3075	LAND BANK						
42 - Local Revenue		-1,037,176	-1,246,168	-201,339	-182,849	-508,000	-508,000
47 - Other Revenue		-8,345	-871	-642	0	0	0
	Revenue	-1,045,521	-1,247,039	-201,981	-182,849	-508,000	-508,000
51A - Salaries		251,220	256,686	289,572	185,262	578,241	519,647
55 - Fringe Benefits		64,982	78,537	82,619	52,506	177,782	148,439
	Salaries & Fringe Benefits	316,202	335,223	372,191	237,768	756,023	668,086
60 - Supplies		6,445	2,153	3,225	861	17,936	17,936
64 - Services		24,131	15,453	7,947	2,631	20,400	20,400
66 - Professional & Contracted Services		26,280	29,825	18,601	0	195,500	195,500
67 - Rent, Utilities & Maint		0	0	0	0	11,000	11,000
68 - Interdepartmental Charges/Expenditu		0	0	0	670	1,288	1,288
69 - Intergovernmental Expenditures		0	0	0	0	60,000	60,000
70 - Asset Acquisitions		0	0	12,860	0	39,860	39,860
	Operating & Maintenance	56,856	47,431	42,633	4,162	345,984	345,984
	Expenditures	373,058	382,654	414,824	241,930	1,102,007	1,014,070
96 - Operating Transfers In		0	0	0	0	-580,038	0
	Operating Transfers In	0	0	0	0	-580,038	0
	Transfers	0	0	0	0	-580,038	0
LAND BANK	TOTAL	-672,463	-864,385	212,843	59,081	13,969	506,070

Program Budget for Fiscal 2009

General Fund

Department: Land Bank
Section Name: Land Bank
Section Number: 307501

Program Description:

The Land Bank department was created in October 2007 to provide a conduit for the reuse of tax reverted County properties through sales, donations and other means to the private, public and not-for-profit sectors. Its mission is to protect the value of tax reverted County properties, reduce waste, maintain an accessible public list of these properties, and to comply with State and County regulations when disposing of these properties. (Note: previous years include staffing and financial data for former Real Estate section 307312).

Legally Mandated? Yes **Legal Reference or Statute:** Shelby County Charter Ordinance No. 345

Goals and Objectives:

- 1) To implement streamlined procedures for property sales and an updated data structure for maintenance of properties.
- 2) To establish ongoing relationships with all CDC's and faith-based organizations involved in housing revitalization and to provide them with information regarding property availability and acquisition.
- 3) To comply with property maintenance requests within 7 working days and to maintain a regular maintenance schedule for properties located in the New Chicago area.

Service Level Measurements:

	FY05	FY06	FY07
Offers to sale processed within 75 days			90%
Days required to process property for sale			<15
Transactions closed within 45 days			90%

Operating Expenses:

ACCOUNT TYPE:	FY06 Actual	FY07 Actual	FY08 Act YTD 12/31/07	FY08 Revised Budget	FY09 Adopted Budget
Revenue	- 1,247,039	- 201,981	- 182,849	- 508,000	- 508,000
Personnel Expense	335,223	372,191	237,768	756,023	668,086
Operating Expense	47,431	42,633	4,162	345,984	345,984
Transfers	-	-	-	- 580,038	-
Net Operations	- 864,385	212,843	59,081	13,969	506,070
STAFFING LEVEL	6	6	N/A	12	10

DIVISION OF PUBLIC WORKS



SPECIAL REVENUE FUNDS

ROADS AND BRIDGES FUND REPORT

DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD Actual 12/31/07	FY 08 BUDGET	FY 09 ADOPTED BUDGET
41 - Local Taxes	-282,079	-268,558	-249,953	-66,821	-273,000	-273,000
42 - Local Revenue	-122,273	-441,381	-134,591	-147,550	-65,000	-101,000
43 - State Revenue	-9,811,781	-10,392,659	-9,946,408	-3,510,278	-9,920,000	-10,020,000
47 - Other Revenue	-286,586	-487,483	-569,426	-178,674	-300,000	-300,000
Revenue	-10,502,719	-11,590,081	-10,900,378	-3,903,323	-10,558,000	-10,694,000
51A - Salaries	4,243,215	4,496,989	4,882,565	2,376,696	5,284,629	5,378,840
52A - Other Compensation	71,915	72,443	65,981	44,290	122,089	121,589
55 - Fringe Benefits	1,233,569	1,346,604	1,473,393	739,727	1,663,605	1,737,679
56A - Salary Restriction	0	0	0	0	-450,000	-1,220,000
Salaries & Fringe Benefits	5,548,699	5,916,036	6,421,939	3,160,713	6,620,323	6,018,108
60 - Supplies	2,562,743	3,131,106	3,253,528	1,484,730	3,548,114	4,648,430
64 - Services	16,699	50,816	8,390	0	1,860	1,860
66 - Professional & Contracted Services	1,467,783	363,031	158,713	133,170	277,160	277,160
67 - Rent, Utilities & Maint	119,728	58,880	118,270	46,397	180,370	180,370
68 - Interdepartmental Charges/Expenditu	-1,748,632	-2,123,804	-2,389,175	-1,122,847	-2,242,875	-2,742,875
70 - Asset Acquisitions	428,106	2,172,425	2,835,710	1,461,839	3,376,554	3,376,554
Operating & Maintenance	2,846,427	3,652,454	3,985,436	2,003,289	5,141,183	5,741,499
999 - Planned Fund Balance Change	0	0	0	0	-3,758,686	-3,718,748
Planned Fund Balance Change	0	0	0	0	-3,758,686	-3,718,748
Expenditures	8,395,126	9,568,490	10,407,375	5,164,002	8,002,820	8,040,859
96 - Operating Transfers In	-115,055	-189,043	0	0	0	0
Operating Transfers In	-115,055	-189,043	0	0	0	0
98 - Operating Transfers Out	2,768,216	2,353,317	2,231,529	1,277,590	2,555,180	2,653,141
Operating Transfers Out	2,768,216	2,353,317	2,231,529	1,277,590	2,555,180	2,653,141
Transfers	2,653,161	2,164,274	2,231,529	1,277,590	2,555,180	2,653,141
TOTAL	545,568	142,683	1,738,526	2,538,269	0	0

SOLID WASTE MANAGEMENT FUND REPORT

DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD Actual 12/31/07	FY 08 BUDGET	FY 09 ADOPTED BUDGET
42 - Local Revenue	-43,630	-25,200	-20,150	-7,950	-23,520	-21,205
43 - State Revenue	0	0	0	-178	0	0
46 - Elected Officials' Fines & Fees	0	0	-17,729	-18,557	0	-57,997
Revenue	-43,630	-25,200	-37,879	-26,685	-23,520	-79,202
51A - Salaries	94,747	92,352	89,152	51,493	100,442	105,075
52A - Other Compensation	5,100	4,862	2,864	418	4,710	4,710
55 - Fringe Benefits	28,453	28,263	28,366	17,199	35,738	37,738
Salaries & Fringe Benefits	128,300	125,477	120,382	69,110	140,890	147,523
60 - Supplies	0	539	561	0	1,145	3,220
66 - Professional & Contracted Services	19,385	15,805	11,545	7,624	38,400	38,400
67 - Rent, Utilities & Maint	6,390	923	344	-2	3,576	4,710
68 - Interdepartmental Charges/Expenditures	49,330	61,349	41,484	10,003	66,506	121,336
Operating & Maintenance	75,105	78,616	53,934	17,625	109,627	167,666
Expenditures	203,405	204,093	174,316	86,735	250,517	315,189
96 - Operating Transfers In	-159,775	-178,893	-136,438	-60,278	-226,997	-235,987
Operating Transfers In	-159,775	-178,893	-136,438	-60,278	-226,997	-235,987
Transfers	-159,775	-178,893	-136,438	-60,278	-226,997	-235,987
TOTAL	0	0	-1	-228	0	0

DIVISION OF PUBLIC WORKS



ENTERPRISE FUND

Fire Services
Overview for Fiscal 2009
Clarence Cash, Fire Chief

MISSION STATEMENT:

To deliver a Public Safety Service that will save lives and property of the citizens of Shelby County through Fire Prevention, Public Education, Fire Suppression, Hazardous Materials Mitigation, Disaster Preparedness, Emergency Medical Treatment (Basic and Advanced Life Support) and pre-arrival instructions for emergency medical incidents.

STRATEGIC GOALS:

- Continue initiatives for community health and safety through public education.
- Train and equip additional personnel in Advance Life Support through grant programs.
- Improve Emergency Medical Services by adding additional Advance Life Support engine companies within the next year.
- Increase the number of State Certified Hazardous Material Technicians and Special Rescue Personnel.

ISSUES & TRENDS:

- The implementation of the Rescue Company provides a resource in the areas of Hazardous Materials, Technical Rescue and additional manpower on all major incidents which are vital to the safety and security of the citizens of Shelby County.
- The Advance Life Support engine companies provide essential, immediate medical service to the citizenry which is an area of increased call volume.
- The Fire Prevention Section benefits the community through public education for fire safety; youth fire setter program and fire code enforcement. The staff will explore innovative means to become a revenue source through fee collections.
- The department will encourage personnel to obtain more state certifications and perhaps incorporate and require these certifications to participate in future promotional processes.

FY08 PERFORMANCE HIGHLIGHTS:

- The Fire Department goal was to have in service (2) Advanced Life Support engine companies by the end of FY08.
- Hired and trained its first class of Paramedics and sent our own interested personnel through paramedic school at Southwest Tennessee Community College. The department started FY08 with one Paramedic and will close out FY08 with 20 Fire Fighter/Paramedics.
- Went on line with a new state of the art Emergency Dispatch Center.
- Began use of Mobile Data Terminals in conjunction with the new Dispatch Center to better track, dispatch and locate emergency apparatus (pumpers, ambulances, etc.).

FY09 BUDGET HIGHLIGHTS:

- Grants - Monitor the grants that were applied for FY08 and research to find additional grant funding for FY09.
- Vehicles – The Department plans to replace (2) fire engines, (1) training van and (2) staff vehicles.
- Communication / Dispatch – Add (3) new positions in dispatch to handle the additional work load (Dispatch Ambulance w/performance contract, Millington Fire, Arlington Fire and Lakeland).
- Manage EMT Reserve Program and move forward with all engine companies having Advanced Life Support capabilities.

FIRE SERVICES FUND

DESCRIPTION	FY 05 ACTUAL	FY 06 ACTUAL	FY 07 ACTUAL	FY 08 YTD Actual 12/31/07	FY 08 BUDGET	FY 09 ADOPTED BUDGET
42 - Local Revenue	-12,921,848	-14,024,846	-14,809,843	-7,244,329	-18,216,421	-18,722,301
43 - State Revenue	-41,760	-43,050	-49,050	0	-57,250	-75,200
47 - Other Revenue	-12,831	-63,325	-207,422	-76,438	-80,000	-100,000
Revenue	-12,976,439	-14,131,221	-15,066,315	-7,320,767	-18,353,671	-18,897,501
51A - Salaries	6,676,430	6,839,186	7,236,855	3,966,063	8,922,272	9,288,873
52A - Other Compensation	1,380,326	1,175,171	1,269,065	959,501	1,073,072	1,144,072
55 - Fringe Benefits	1,968,034	2,087,969	2,185,102	1,229,377	2,748,077	2,950,720
56A - Salary Restriction	0	0	0	0	-400,000	-200,000
Salaries & Fringe Benefits	10,024,790	10,102,326	10,691,022	6,154,941	12,343,421	13,183,665
60 - Supplies	148,086	164,770	332,470	239,331	300,441	397,583
64 - Services	34,048	42,724	22,346	7,233	116,093	68,333
66 - Professional & Contracted Services	73,475	226,522	663,961	1,547,164	3,754,656	3,799,672
67 - Rent, Utilities & Maint	140,213	138,177	171,174	96,283	260,630	313,610
68 - Interdepartmental Charges/Expenditu	298,800	315,690	380,690	163,328	413,256	441,986
70 - Asset Acquisitions	307,377	405,128	425,863	0	155,553	123,000
Operating & Maintenance	1,001,999	1,293,011	1,996,504	2,053,339	5,000,629	5,144,184
80 - Debt Services	191,268	169,740	154,977	227,628	290,623	183,425
Debt Services	191,268	169,740	154,977	227,628	290,623	183,425
99 - Other Financing Sources	0	-222,654	-614,932	0	0	0
Other Financing Sources	0	-222,654	-614,932	0	0	0
999 - Planned Fund Balance Change	0	0	0	0	0	-257,638
Planned Fund Balance Change	0	0	0	0	0	-257,638
Expenditures	11,218,057	11,342,423	12,227,571	8,435,908	17,634,673	18,253,636
98 - Operating Transfers Out	600,000	664,859	707,946	359,499	718,998	643,865
Operating Transfers Out	600,000	664,859	707,946	359,499	718,998	643,865
Transfers	600,000	664,859	707,946	359,499	718,998	643,865
TOTAL	-1,158,382	-2,123,939	-2,130,798	1,474,640	0	0